ADMINISTRATIVE—INTERNAL USE ONLY

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Executive Registry

78 - 5889

10 July 1978

MEMORANDUM FOR: Deputy Director/National Foreign Assessment

Deputy Director for Administration

Deputy Director for Operations

Deputy Director for Science and Technology

OLC #78-25/09

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FROM

: B. C. Evans

Executive Secretary

SUBJECT

: Appointment of Management Advisory Group Members

- 1. In December 1977 the Director approved a new charter whereby MAG members will serve concurrent rather than overlapping terms. The change allows the group to get to know each other, improve group dynamics and leadership, and facilitate their development of a coherent annual program. The term of current membership expires 30 September 1978. It is requested that you appoint three members by 1 September. I will be canvassing the DCI senior staffs for an additional two members.
 - 2. You are reminded of the following criteria for selection:
 - a. One participant will be selected from each of the following age brackets: 30-35; 36-40; 41-45
 - b. Participants should be selected from officers in Grades 12-16, preferably with none from your Directorate having the same grade.
 - c. Each should possess a recent pattern of Fitness
 Report evaluations of at least Strong and preferably Outstanding. It would be advantageous for participants to have
 attended the Midcareer Course or to have had some comparable
 experience of Agency orientation.
 - d. No participants will be an Executive Assistant of the DCI, DDCI, or a Deputy Director, in that these individuals have adequate opportunities to convey views to management.
 - e. Officers should be selected who can serve a one-year tour. The MAG meets as a body for one-half day every second week. Some additional work is required but typically is done after regular business hours.
- 3. For your information the current membership of MAG plans a three-day working retreat with the new membership over the weekend of 22 September.

B. C. Evans

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